

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1853 **TITLE:** INTERNET/INTRANET ARCHITECT III **GRADE:** S-29

DEFINITION:

Under general supervision, performs broad, comprehensive, and technically complex internet/intranet support functions including the installation and configuration of hardware and operating system software for web, applications and support servers; installs, configures and administers web servers, index servers, application servers, site management consoles and interface technologies which allow access to enterprise data stores; administers user accounts and access privilege; monitors site performance and availability, capacity, utilization, and security; resolves system problems and assists users in solving and debugging application problems; evaluates new internet/intranet technology and implements those that are in concert with strategic IT directions; assists in the development and enforcement of standards and policies; instructs and guides trainees and lower-level internet architects; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This is senior or advanced level internet/intranet support work. It is distinguished from the Internet/Intranet Architect II by the performance of the full range of internet/intranet duties including installing and configuring hardware and operating systems for web, application, and support servers. The Internet/Intranet Architect IV class is distinguished from the Internet/Intranet Architect III by duties such as supervision of subordinates, provision of technical advice/recommendations to management in the internet/intranet arena, and performance of long-range planning functions.

ILLUSTRATIVE DUTIES:

Installs and sets up hardware and operating system software for web, applications, and support servers;
Installs, configures, and administers web servers, index servers, application servers, site management consoles, and interface technologies which allow access to enterprise data stores;
Administers user accounts and access privilege;
Monitors site performance and availability, capacity, utilization, and security;
Resolves system problems and assists users in solving and debugging application problems;
Evaluates new internet/intranet technology and implements those that are in concert with strategic IT directions;
Assists in the development and enforcement of standards and policies;
Applies approved standards to web-based content and applications;
Applies DIT's lifecycle development standards;
Provides some web technical support after regular work hours;
Plans and develops applications (e.g., workflow management, forms routing, and office automation) using the web, MS Exchange, and other platforms;
Assists other County departments/agencies in developing plans for the use of the internet/intranet;

Develops and maintains relationships with other organizations that have internet web sites;
Provides assistance to user staff as needed;
Provides training, guidance, and assistance to less experienced architects.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Considerable knowledge of internet/intranet technology, including all relevant hardware and software;
Considerable knowledge of programming language such as VB Script, HTML, Java, Javascript.;
Considerable knowledge of current software such as Windows NT, Microsoft internet products, ASP, web browsers, and graphic imaging tools;
Considerable knowledge of TCP/IP and network routing protocols;
Ability to provide guidance and training to less experienced staff;
Ability to develop and implement new and innovative methods, techniques, and procedures;
Ability to design web pages;
Ability to install, configure, and maintain web and applications servers;
Ability to write comprehensible user system documentation;
Ability to communicate with users and translate technical matters into understandable terms;
Ability to assist users in solving operational problems related to internet/intranet;
Ability to train and provide support to internet/intranet users.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to the following:
Completion of an associate's degree with course work in computer science or graphic arts;
PLUS internet/intranet experience that is demonstrated by the completion of at least three projects using platforms and technologies listed in the preferred qualifications section of the job announcement, or three years of ongoing internet/intranet development or support tasks. An industry recognized certification may be substituted for some of the experience that is required.

CERTIFICATES AND LICENSES REQUIRED:

None.

REVISED: April 25, 2001
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